

**MINUTES**  
**CITY OF WOODSTOCK**  
**ECONOMIC DEVELOPMENT COMMISSION**  
**May 10, 2016**  
**Council Chambers**

**CALL TO ORDER:** A meeting of the City of Woodstock Economic Development Commission was called to order by Acting Chairman R. Francois at 8:00 AM on Tuesday, May 10, 2016 in the Council Chambers, Woodstock City Hall, 121 W. Calhoun Street, Woodstock. A roll call was taken.

**COMMISSION MEMBERS PRESENT:** John Buckley, Ryan O'Connor, and Rick Francois.

**COMMISSION MEMBERS ABSENT:** Henry Patel and Craig Hallenstein.

**STAFF PRESENT:** Economic Development Director Garrett Anderson and Chief Deputy Clerk Jane Howie.

**OTHERS PRESENT:** None.

**APPROVAL OF MINUTES:** Correction to Minutes, page 2, 2<sup>nd</sup> paragraph, recommend to City Council to **review** the application for the Revolving Loan fund, not *approve* the Revolving Loan.

Motion was made by R. O'Connor, second by J. Buckley, to approve the corrected Minutes of the March 8, 2016 meeting. Ayes: J. Buckley, R. O'Connor, and R. Francois. Nays: None. Absentees: H. Patel and C. Hallenstein. Abstentions: None. Minutes were approved.

**PUBLIC COMMENT:** None.

**GENERAL BUSINESS/DISCUSSION:**

1. Business Contact Report – May 2016

G. Anderson said that he and K. Coltrin recently wrapped up 2015/2016 Budget Year, and they're working in FY2016/2017. The City's Economic Development Department is phasing out the Business Contact Report and will be using the EcoDev Tracker in its place. This information can be found on the City's website, Economic Development, Property Search, LOIS; Location One Information System. The site currently has 64 buildings maps and 27 vacant sites. There's also an APP that can be used to find this data. EcoDev Tracker is able to track not only square footage, but tracks project management and can link them to sites. R. Francois asked, "Who keeps the inventory current"? G. Anderson said the City receives updates from local realtors and updates the information when available. Location One is offered throughout the Midwest. People can find other communities information by searching LOIS directly. The City's website only contains information for Woodstock.

J. Buckley asked if the old Farm & Fleet property had been purchased. G. Anderson said not yet, but he's meeting with a potential buyer this morning to discuss.

2. Project Activity Report – May 2016

This report tags projects, companies, contact, sites & buildings (imported from LOIS). G. Anderson shared the online reports and the different types of data each report contains.

2 years of 100% sales tax incentive was given to Shopfresh Market, Inc., 200,000 cap is on there; perhaps 90-100 range. Shopfresh will be bringing new products into town.

D & A Salon appears (Darron & Armando) to be a very professional, upscale business. G. Anderson believes both owners are McHenry County residents.

DuraBar is adding a new (9<sup>th</sup>) line on their iron molding.

Lucky Bernie's hopes to open in the near future; May of June. Council approved the business to obtain a Class A-6 Liquor License; Restaurant / Catering. This will also allow the establishment to obtain a Video Gaming license.

G. Anderson updated the Commission members on projects the City is working on. Cal-Atlantic (old Ryland Homes), City Council approved an incentive agreement. District 200 School Board agreed and approved these incentives.

Project Lilly, Pizza Hut, is moving to a delivery-only business. They are currently looking for a smaller facility in Woodstock.

Mike Levitan purchased the old Chamber of Commerce building on Cass Street. Mike is hoping to open a business of some sort in this facility. J. Buckley asked if there's been any interest in the BMO Harris building on the Square. G. Anderson said there's nothing solid yet.

Project Rose, 'Off the Rail's' building, there's interest from a potential buyer / leaser of an Italian restaurant / banquet hall going in there.

Quad Graphics building, looking to divide space and get some smaller businesses into the building.

R. Francois is concerned about the not-for-profits, such as Pioneer Center. Has the City reached out to these businesses. G. Anderson said they talked with Senator Althoff in early April during their drive-down to Springfield. Thresholds is another service provider that picked up part of what Pioneer Center let go, as well as Rosecrance. Project Iris, Old Courthouse Advisory Commission; asked

that they put together an RFP to find a tenant for the old Sheriff's House. This has historically been a restaurant, and there's a private investor that is very interested in this property. It's possible for someone to lease these spaces separately. J. Buckley asked what type of accommodations would have to be made to lease these spaces. G. Anderson said an elevator will be needed along with other repairs.

a) EcoDev Tracker Demonstration

G. Anderson conducted a brief demonstration to inform Commission members how to use this site and how to find reports.

3. Economic Development Plan

There was recently a very positive meeting held at Charter-Durabar to discuss Highway 14, which included people from IDOT, Metra, ComEd, Fiber Consortium, and the City of Woodstock. The group asked about the current needs, discussed concerns and the vision. Although there's some mixed ideas, the general conclusion of the group agrees that this is a large scale industrial property. And Woodstock agrees that the City needs more industrial businesses in the area, which in turn will bring more residential needs in the future. There was a proposal from Metra to have another station, perhaps at this location; the industry corridor. R. Francois asked about the Merryman site that was on Lily Pond Rd. The City owns approximately 39 acres off Lake Shore Drive (from Merryman). Also, the Wells family donated land years ago that was going to be a new Public Works facility; but that plan never came to fruition. The company wanted 20 acres with rail access.

J. Buckley informed G. Anderson that there's a 20 acre wooded area owned by the Community Foundation which is not intended to ever be built upon (along the railroad tracks heading southwest).

a) Area / Corridor Plan

Economic Development staff are researching several areas.

J. Buckley asked, "Is there a role for advocacy"? G. Anderson said definitely yes. Chamber had Congressman Randy Holtgren. J. Buckley said there weren't a lot of Woodstock people present from local banks, manufacturing & commercial businesses. Many businesses in Woodstock are not currently members of the Chamber.

R. O'Connor said Other World Computing is hosting the first Industrial Round Table on Wed., June 8.

The Commission would like G. Anderson to recommend to the Chamber to find a way, maybe electronically, to get the word out to invite more people to local events. G. Anderson said they (the Chamber) are broadening their

scope; they are making positive changes. 2<sup>nd</sup> Tuesday of the month is the Chamber's meeting, mostly held at Stage Left Café'.

The department is using networking as a tool for leads. R. Francois said the bank had a client that recently bought a building. Client said the process couldn't have been any easier. There wasn't a lot of micromanaging. The City made the process very easy for him.

Marketing, dial in, using Real Woodstock not only for tourism but also for Economic Development. G. Anderson asked the Commission what kind of format they'd prefer with regard to corridor plans, Economic Development incentives policies / manual. This is a major component that G. Anderson would like this Commission to decide upon. Strategic Plan, G. Anderson has put together the objectives, 'road map'; then Commission recommends to City Council. The Commission suggested the department come up with a simple dashboard that can measure specific items. R. O'Connor agrees on this; better to consolidate and make it more concise. Come up with something for the next meeting that this Commission can vote on and recommend to City Council. Relay to Council what strategic measures will be on a reporting document. Doesn't have to be a strategic plan.

Motion by R. O'Connor, second by J. Buckley to agree on a consolidated, concise Economic Development Plan. Ayes: J. Buckley, R. O'Connor, and R. Francois. Nays: None. Absentees: H. Patel and C. Hallenstein. Abstentions: None. Commission agreed.

- b) City of Woodstock Incentives Policy Manual: will be included in a future meeting.

**COMMISSION COMMENTS / UPDATES:** None.

**ADJOURNMENT:**

Motion by R. O'Connor, second by J. Buckley to adjourn to the next regular meeting of the Economic Development Commission on June 14, 2016 at 8:00 AM in the Council Chambers at City Hall. Ayes: J. Buckley, R. O'Connor, and R. Francois. Nays: None. Absentees: H. Patel and C. Hallenstein. Abstentions: None. Motion carried. Meeting adjourned at 9:04 AM.

Respectfully submitted,

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Jane Howie  
Chief Deputy Clerk